



**Minutes of the
ALAMEDA FREE LIBRARY BOARD MEETING
December 8, 2010**

The regular meeting of the Alameda Free Library Board was called to order at 6:05 p.m.

ROLL CALL

Present: Mike Hartigan, President
Catherine Atkin, Board Member
Nancy Lewis, Board Member
Gail Wetzork, Board Member

Absent: Suzanne Whyte, Vice President

Staff: Jane Chisaki, Library Director
Marsha Merrick, Recording Secretary

CONSENT CALENDAR

- A. *Report from the Library Director Highlighting Activities for the Month of December 2010. Accepted.
- B. *Draft Minutes of the Regular Library Board Meeting of November 10, 2010. Approved.
- C. *Library Services Report for the Month of October 2010. Accepted.
- D. *Financial Report Reflecting FY10 Expenditures by Fund for November 2010. Accepted.
- E. *Bills for Ratification for the Month of November 2010. Approved.

President Hartigan expressed his angst with the poor numbers for audio downloads. Director Chisaki said that it's a problem with the vendor, and unfortunately, they are the only game in town. There will be some kind of announcement coming from them in the spring, but Chisaki has no idea what it will be – good or bad. Another vendor is currently being explored as a possibility, but there's nothing else to be done at the moment. Hartigan reiterated that this would be a continuing concern of his, but was very happy to see wireless log-on statistics being reported.

President Hartigan asked for a motion to accept the Consent Calendar as presented. Member Wetzork so moved; Member Lewis seconded the motion which carried by a 4-0 vote.

UNFINISHED BUSINESS

A. Neighborhood Library Improvement Project (G. Wetzork)

Director Chisaki had visited Bay Farm and reported that the skylights had been replaced, the new windows are in and the contractors are ready to start installing the ceiling grid. The Library half of the building has its new paint and repairs have been made on the Recreation side.

Kana Tanaka finished her art piece for Bay Farm and Debey Zito's wood piece for West End is well under way, with an expected installation date of February 28. No word on how Owen Smith's pieces for the West End are progressing. Receptions are being planned for the artists on April 19.

The Friends will pay for back bars (stops) to keep books from pushing in too far at both branches. Chisaki read off the list of change orders and their amounts, saying that the contingency fund still had \$139,937 remaining. The Library Custodian, Dennis McDaniels, is working on the landscape design for the West End. He found an old picture and is planning to install a palm tree as was in the original design. McDaniels will come to the January meeting to show his plans to the board.

NEW BUSINESS

A. Alameda Free Library Foundation (J. Chisaki)

The last Live @ the Library concert with Rick Dougherty was a big success. Member Lewis was curious to know how the performers are paid. Director Chisaki said there's a small honorarium and food before and after the concert. The Library will get 50% of the net profits once everything is tallied up. There will be a concert for children (maybe two for different age ranges) which will be underwritten by Wells Fargo sometime early next year. President Hartigan said this is a great idea. Chisaki and Foundation President Luzanne Engh will be talking about a technology fund.

B. Friends of the Alameda Free Library (K. Minney)

Kevin Minney said the Friends are in great fiscal shape, and gave some highlights of the last Friends meeting. Apparently, there had been some very spirited budget discussions amongst the accountants in the group. The book sale folks are in favor of bringing in some new blood, and would train them on their own schedule. There won't be a December Friends meeting; the next one will take place in January.

C. Patron Suggestions/Comments (Speak-Outs) and Library Director's Response

Please clean the public computers because the keys stick. There is a regular cleaning schedule, but with the high usage, they get dirty pretty quickly. Please give access to audio capabilities on the public computers. These computers are not regular PCs so do not have this function, although the Library is looking into some alternatives. With Bay Farm closed, a patron asked for a bookmobile to visit the location in the interim. There is a para-transit stop at the shopping center out there, and another stop right in front of the Main Library. We also have a homebound service if needed.

ORAL COMMUNICATIONS, NON-AGENDA (Public Comment)

There were no comments from the public.

LIBRARY BOARD COMMUNICATIONS

There were no communications from the Board.

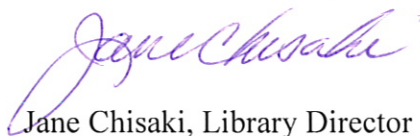
DIRECTOR'S COMMENTS

The solar panel project is finally moving forward. The termination point on the roof has been located. It will take a couple of months to build the panels, then another month or two for installation. Everything should be completed by mid-April 2011. The book machine is working again, but it must continue to work for at least 30 days before we make our final payment to mkSorting. The new City website will be launched within a week or two, and Director Chisaki will be talking to the Interim City Manager on what she would like to see on the Library's page.

ADJOURNMENT

President Hartigan adjourned the meeting at 6:59 p.m.

Respectfully submitted,



Jane Chisaki, Library Director and
Secretary to the Alameda Free Library Board